Student Financial Assistance

U.S. Department of
EDUCATION

Common School ID for SFA

Session Objectives

- **Understanding the Problem**
- **Common School ID Vision**
  - Definition
  - Benefits
  - Implementation Strategy
  - COD the First Steps
- **Questions and Feedback**

Understanding the Problem - History

- SFA has numerous legacy systems that store and process school related data with each system maintaining unique keys for identifying institutions

- SFA has as many as 13 different numbers for identifying a single school

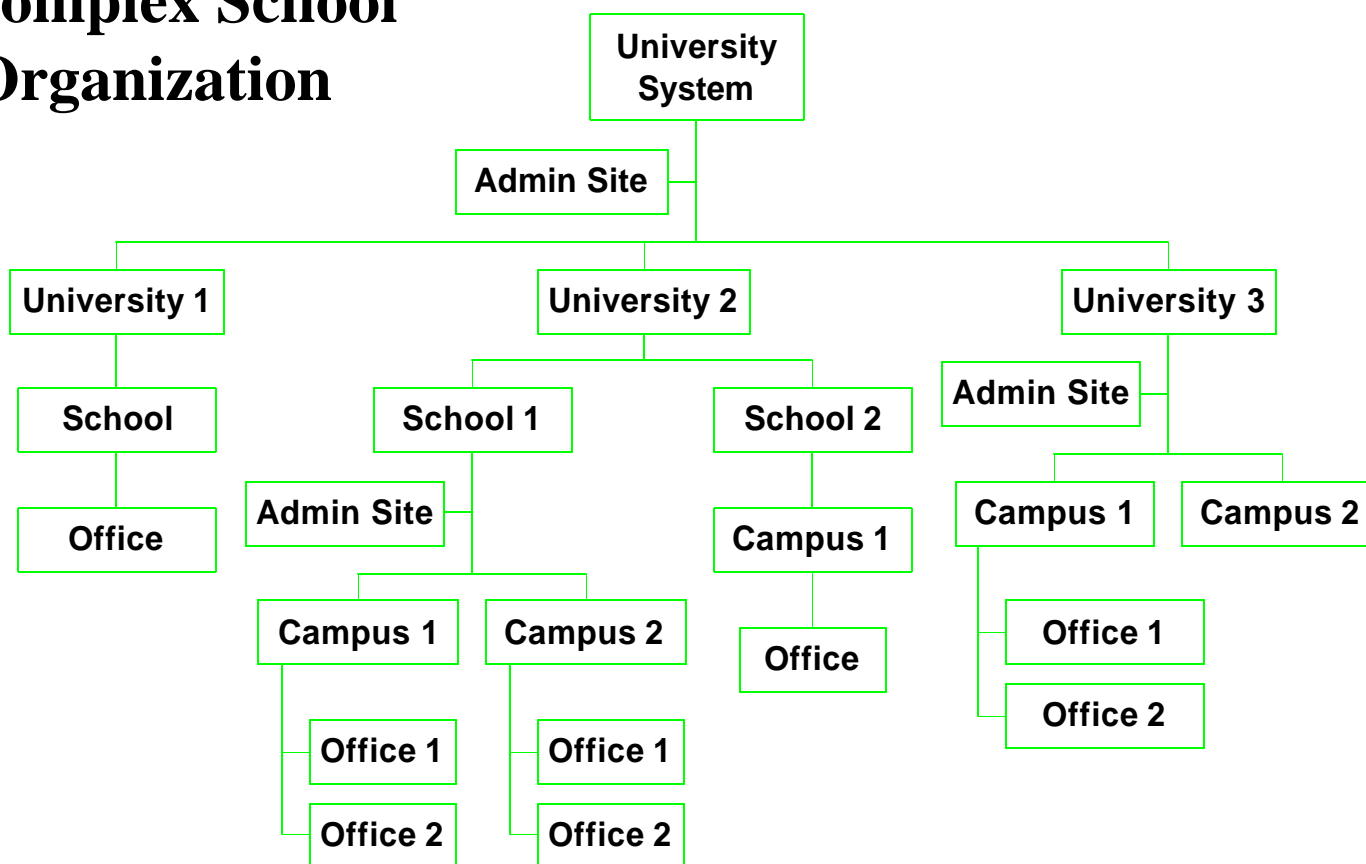- None of these current school ID's are shared in common by all systems

Understanding the Problem - History

- In addition to complicating matters for our customers, the variety of school ID systems also present a challenge to modernizing systems

- Modernizing systems must choose a method for accessing and storing school data

Understanding the Problem - School View

Complex School Organization

```
University System
   |
Admin Site
```

- University 1
  - School
    - Office

- University 2
  - School 1
    - Admin Site
      - Campus 1
        - Office 1
        - Office 2
      - Campus 2
        - Office 1
        - Office 2
  - School 2
    - Campus 1
      - Office

- University 3
  - Admin Site
    - Campus 1
      - Office 1
      - Office 2
    - Campus 2

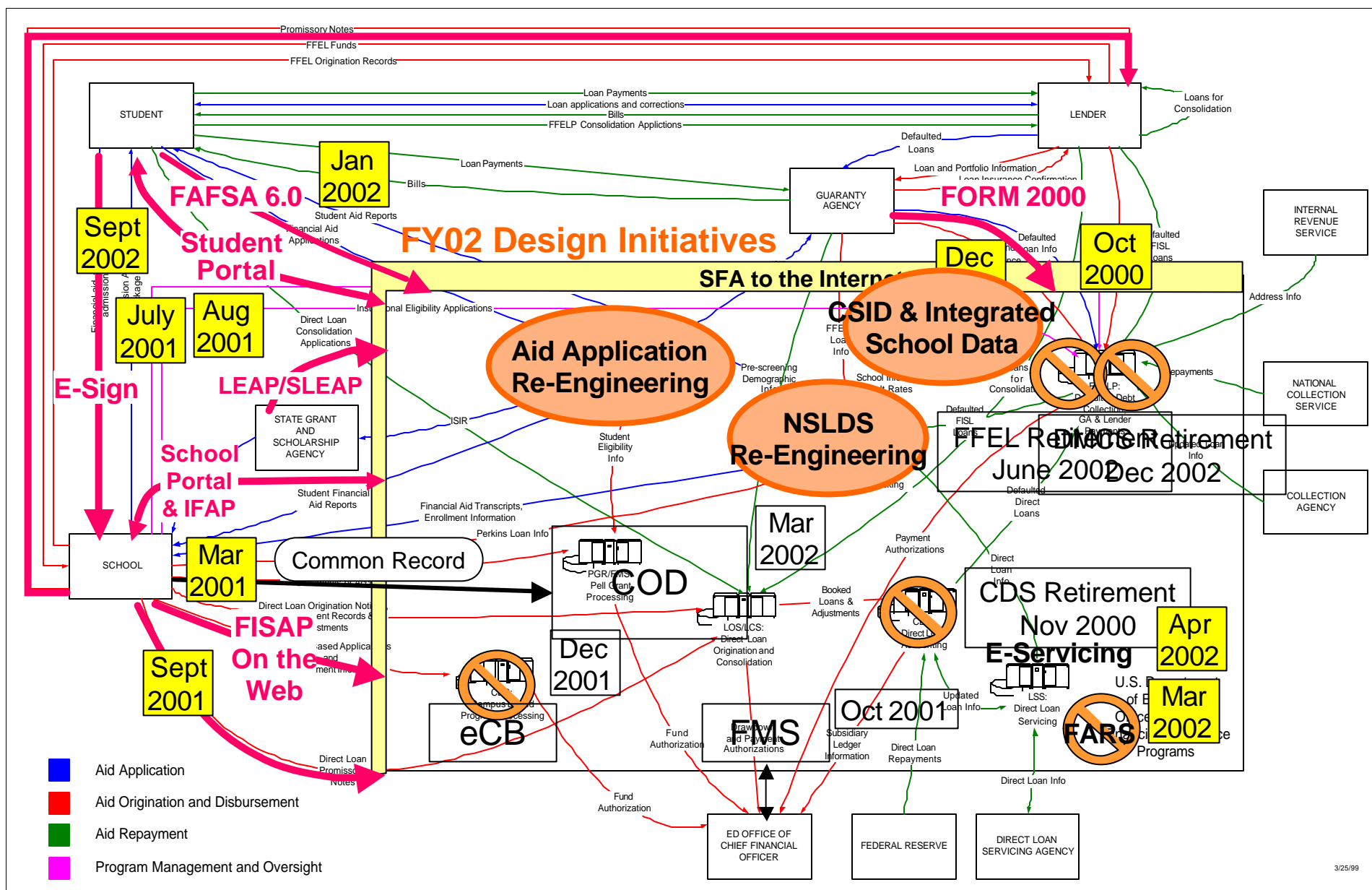# *Understanding the Problem - School View*

■ **Common School ID Requirements:**

✓ **Support wide range of simple and complex school organizations**

✓ **Support continued use by schools, state agencies and Software Developers of legacy school ID methods**

✓ **Support SFA accounting at levels required by program and department requirements**

Understanding the Problem - School View

■ **Process should include the following:**

✓ Choosing a school ID structure to uniquely identify individual schools and their components.

✓ Translating the chosen school ID structure into legacy system school ID structures in order to access school data stored in legacy systems.

✓ Choosing a storage strategy and location for new school data that results from new systems and associated business processes.

✓ Choosing a strategy to synchronize updates to school data stored redundantly in multiple systems (new or legacy).

FY02 Design Initiatives

SFA to the Internet

Aid Application Re-Engineering

CSID & Integrated School Data

NSLDS Re-Engineering

FAFSA 6.0

Student Portal

E-Sign

LEAP/SLEAP

School Portal & IFAP

FISAP On the Web

FORM 2000

FFEL Retirement June 2002

Direct Retirement Dec 2002

CDS Retirement Nov 2000

E-Servicing

FARS

Common Record

COD

eCB

FMS

Jan 2002

Sept 2002

July 2001

Aug 2001

Mar 2001

Sept 2001

Dec 2000

Oct 2000

Dec 2001

Mar 2002

Oct 2001

Apr 2002

Mar 2002

Entities and data flows:

STUDENT

LENDER

GUARANTY AGENCY

INTERNAL REVENUE SERVICE

NATIONAL COLLECTION SERVICE

COLLECTION AGENCY

STATE GRANT AND SCHOLARSHIP AGENCY

SCHOOL

ED OFFICE OF CHIEF FINANCIAL OFFICER

FEDERAL RESERVE

DIRECT LOAN SERVICING AGENCY

U.S. Department of Education Office of Postsecondary Education Programs

Promissory Notes
FFEL Funds
FFEL Origination Records
Loan Payments
Loan applications and corrections
Bills
FFELP Consolidation Applictions
Loans for Consolidation
Loan Payments
Bills
Defaulted Loans
Loan and Portfolio Information
Loan Insurance Confirmation
Student Aid Reports
Financial Aid Applications
Institutional Eligibility Applications
Direct Loan Consolidation Applications
Address Info
ISIR
Pre-screening Demographic Info
Student Eligibility Info
Financial Aid Transcripts, Enrollment Information
Perkins Loan Info
Student Financial Aid Reports
Direct Loan Origination Notices, Payment Records & Adjustments
Released Applications and Enrollment Info
Direct Loan Promissory Notes
Fund Authorization
Fund Authorization
Payment Authorizations
Booked Loans & Adjustments
Drawdown and Payment Authorizations
Subsidiary Ledger Information
Direct Loan Repayments
Direct Loan Info
Updated Loan Info
Direct Loan Repayments
Defaulted FISL Loans
Defaulted Direct Loans
Defaulted Direct Loan Info
FFELP Loan Info
School Info Default Rates
FISL Loans
GA & Lender Payments

PGR/PMS: Pell Grant Processing
LOS/LCS: Direct Loan Origination and Consolidation
LSS: Direct Loan Servicing

Legend:

- Aid Application
- Aid Origination and Disbursement
- Aid Repayment
- Program Management and Oversight

3/25/99

Analysis of Current SFA School Identifiers

■ **Multitude of Legacy School Identifiers**:

OPE ID	Direct Loan ID	CMO Grantee DUNS #
Pell ID	FDSLP Sequence #	Pell Grantee DUNS #
FFEL ID	Federal School Code	DL Grantee DUNS #
CBS Serial Number	TIVWAN ID	CBS Grantee DUNS#
Taxpayer Identification Number		

■ **Each Legacy system keeps redundant and independent school ID crosswalk tables**

➡ *Current processes do not keep tables fully integrated, causing annoying errors and inconsistencies in SFA Systems*

Analysis of Current SFA School Identifiers

- **No system provides a complete reference of all SFA school identifiers**
  - *Modernizing systems lack a clear common standard for identifying schools*
  - *Modernizing systems face pressure to create internal cross-walk tables*
- **Legacy ID schemes cannot accurately track some school organizations**
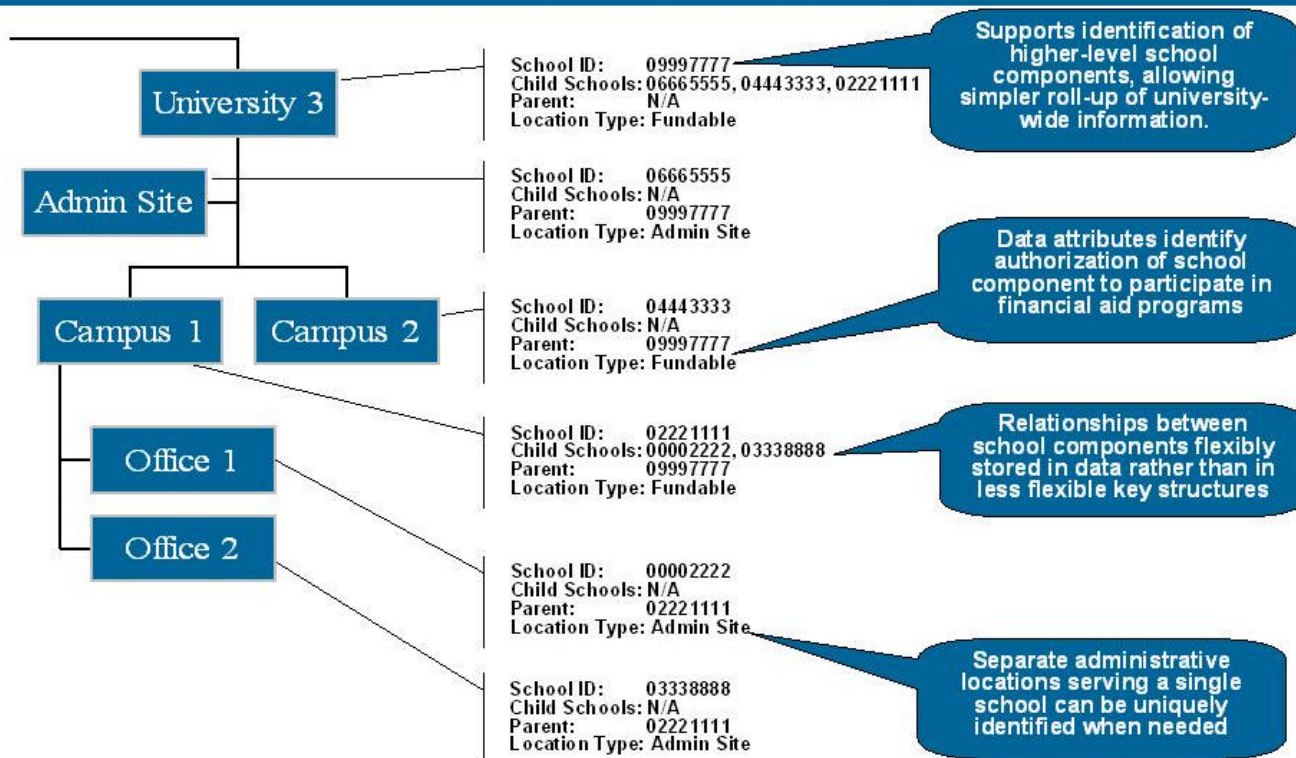 - *Mergers and Acquisitions*
  - *Multiple School Hierarchies*

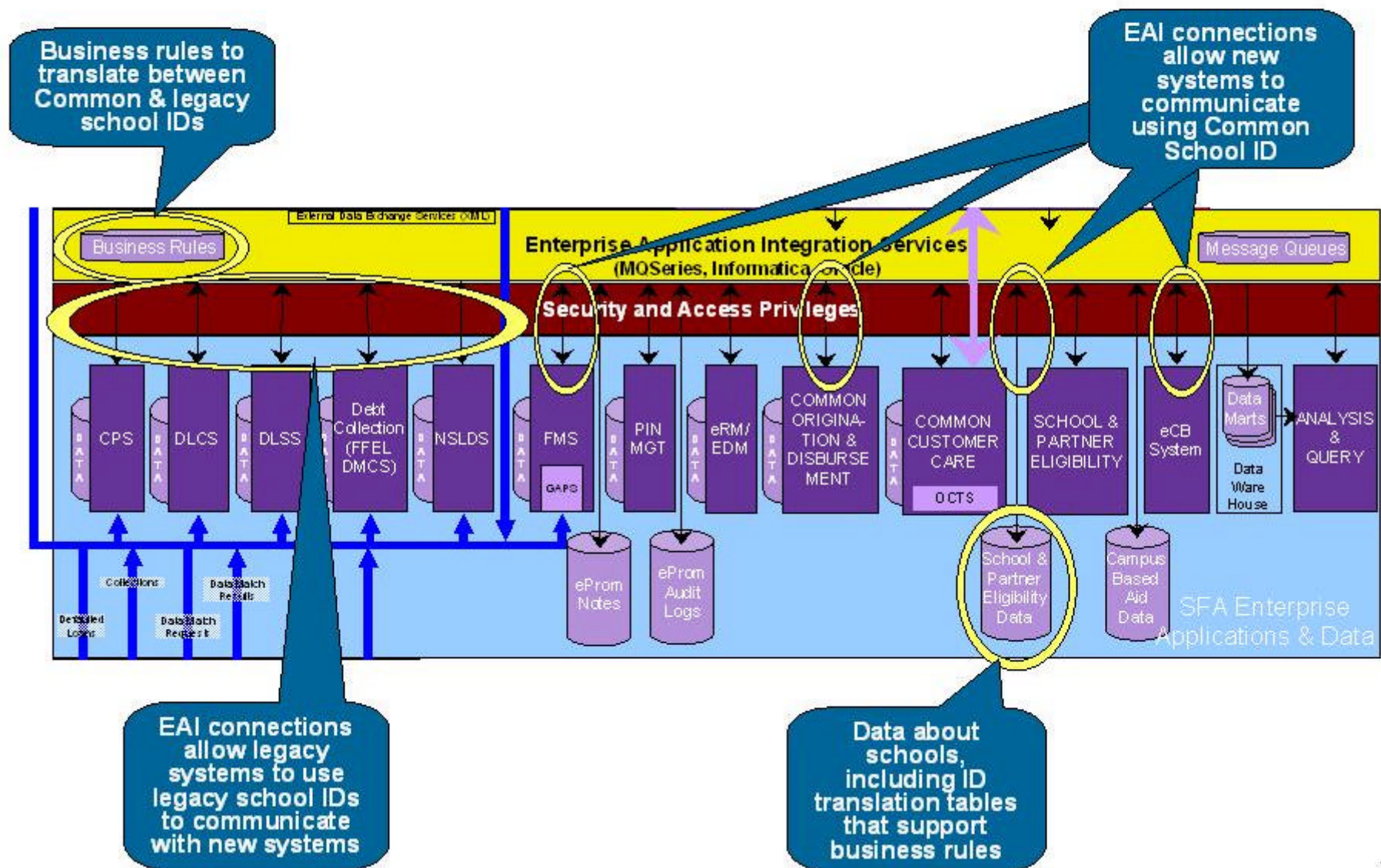# *What is the Common School ID*

■ *CSID Key Format Recommendations*

✓ **8 character numeric key**

✓ **Allows for 9,999,999 school IDs, sufficient for all foreseeable future growth**

✓ **New randomly generated number - a "dumb number" - values in key signify nothing about the numbered school besides its identity and can be uniformly applied to all CSID entities**

How will the Common School ID Work

Target State Vision For Common School ID Specifications

University 3
- School ID: 09997777
- Child Schools: 06665555, 04443333, 02221111
- Parent: N/A
- Location Type: Fundable

> Supports identification of higher-level school components, allowing simpler roll-up of university-wide information.

Admin Site
- School ID: 06665555
- Child Schools: N/A
- Parent: 09997777
- Location Type: Admin Site

Campus 1   Campus 2
- School ID: 04443333
- Child Schools: N/A
- Parent: 09997777
- Location Type: Fundable

> Data attributes identify authorization of school component to participate in financial aid programs

Office 1
- School ID: 02221111
- Child Schools: 00002222, 03338888
- Parent: 09997777
- Location Type: Fundable

> Relationships between school components flexibly stored in data rather than in less flexible key structures

Office 2
- School ID: 00002222
- Child Schools: N/A
- Parent: 02221111
- Location Type: Admin Site

- School ID: 03338888
- Child Schools: N/A
- Parent: 02221111
- Location Type: Admin Site

> Separate administrative locations serving a single school can be uniquely identified when needed

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Target State Vision For Common School ID Translation

What is the Common School ID - Other Capabilities

■ **Effective dating of school hierarchical relationships will allow SFA to recognize changes more effectively**

■ **SFA will be able to routinely report on aid activity for an entire corporate entity by recording and tracking multiple schools that are owned by a common entity**

■ **CSID adds new capability to group schools belonging to a common family**

Common School ID Benefits

- **Consistent "view" of school organization across aid programs**

- **Simplified processing reduces costs and eases training burdens**

- **Improved data quality by school ID cleanup (short term) and elimination of school ID inconsistencies between programs**

- **New capabilities to assemble data about multi-school organizations**

Common School ID Benefits

- **Provides SFA with a common cross-program standard for identifying schools**
- **Consistent identifiers enhances SFA ability to provide consistent answers about schools**
  - *Enables improved comparison of aid participation by schools across programs*
- **Eliminates reconciliation efforts associated with maintaining consistency between multiple identifiers**

Common School ID Benefits

- **Creates enterprise-wide process for reconciling legacy school identifiers**
  - ➡ *Legacy ID cleanup process will reduce school ID inconsistencies in legacy systems*
- **Establishes responsibility for coordinating school identifiers across all SFA aid programs.**
- **Provides new capabilities to track school mergers and acquisitions and to identify multi-school organizations**
- **Increased focus on serving schools rather than reconciling systems**
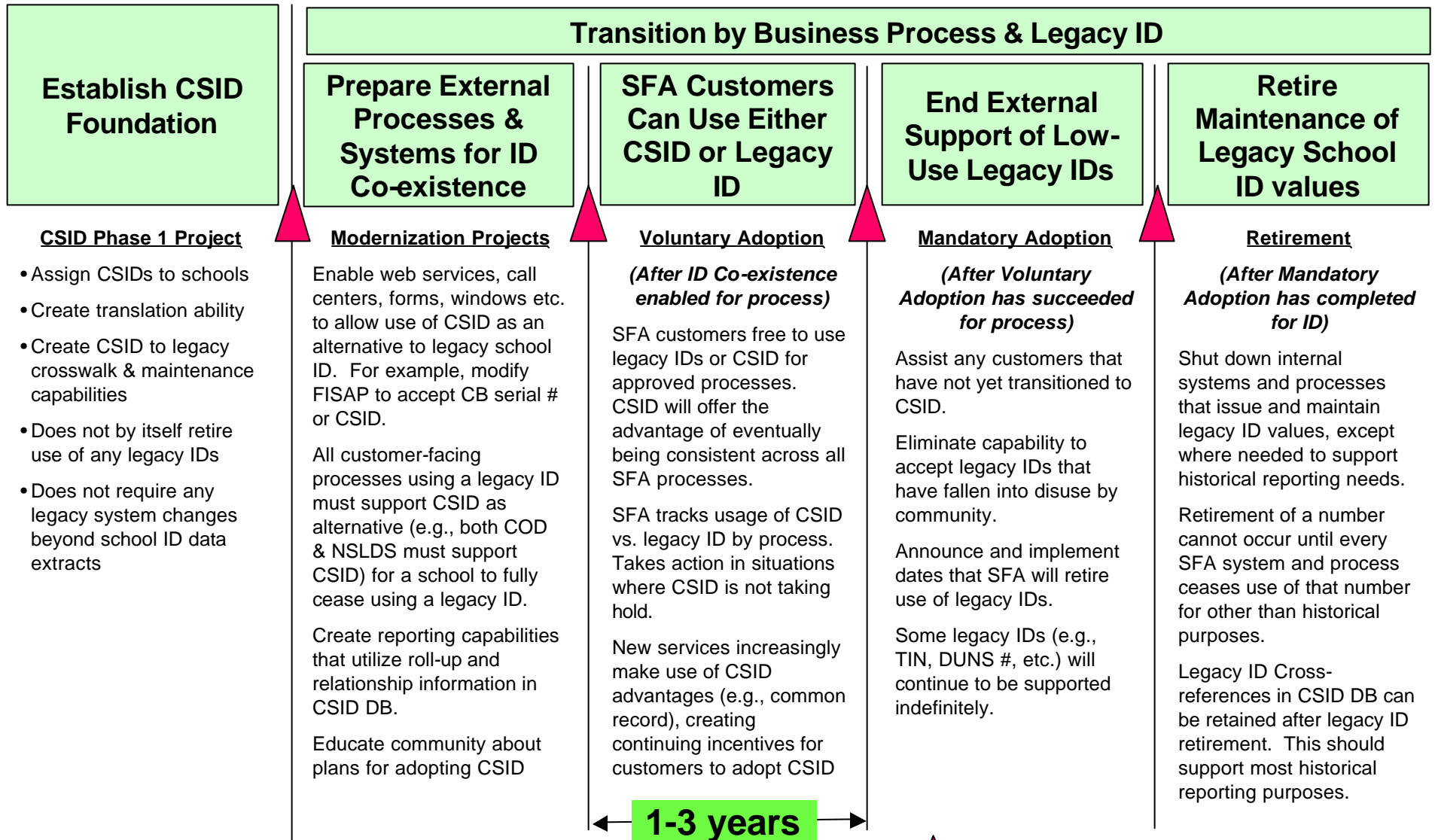
Implementation Strategy

- **A new number but not an added number**

- **Principles Governing Implementation of CSID**
    - Avoid placing an increased burden on the school
    - Schools volunteer to adopt CSID
    - SFA will continue to support legacy IDs

- **Precedent already set by decision to accept legacy records or common record when COD goes live**

Implementation Strategy

- **Design external processes (windows, forms) to accept either CSID or legacy ID.**
  - **CSID will be the only common school identifier across all SFA business processes**
  - **When legacy ID entered, CSID translation process should translate legacy ID to CSID as needed to support internal processes**
  - **SFA customers choose which ID to enter**
  - **Hopefully, lure of a common number will reduce external use of legacy IDs over time.**

- **Design internal processes to consistently use CSID**

Common School ID Implementation

Transition by Business Process & Legacy ID

Establish CSID Foundation	Prepare External Processes & Systems for ID Co-existence	SFA Customers Can Use Either CSID or Legacy ID	End External Support of Low-Use Legacy IDs	Retire Maintenance of Legacy School ID values

CSID Phase 1 Project

- Assign CSIDs to schools
- Create translation ability
- Create CSID to legacy crosswalk & maintenance capabilities
- Does not by itself retire use of any legacy IDs
- Does not require any legacy system changes beyond school ID data extracts

Modernization Projects

Enable web services, call centers, forms, windows etc. to allow use of CSID as an alternative to legacy school ID. For example, modify FISAP to accept CB serial # or CSID.

All customer-facing processes using a legacy ID must support CSID as alternative (e.g., both COD & NSLDS must support CSID) for a school to fully cease using a legacy ID.

Create reporting capabilities that utilize roll-up and relationship information in CSID DB.

Educate community about plans for adopting CSID

Voluntary Adoption

(After ID Co-existence enabled for process)

SFA customers free to use legacy IDs or CSID for approved processes. CSID will offer the advantage of eventually being consistent across all SFA processes.

SFA tracks usage of CSID vs. legacy ID by process. Takes action in situations where CSID is not taking hold.

New services increasingly make use of CSID advantages (e.g., common record), creating continuing incentives for customers to adopt CSID

Mandatory Adoption

(After Voluntary Adoption has succeeded for process)

Assist any customers that have not yet transitioned to CSID.

Eliminate capability to accept legacy IDs that have fallen into disuse by community.

Announce and implement dates that SFA will retire use of legacy IDs.

Some legacy IDs (e.g., TIN, DUNS #, etc.) will continue to be supported indefinitely.

Retirement

(After Mandatory Adoption has completed for ID)

Shut down internal systems and processes that issue and maintain legacy ID values, except where needed to support historical reporting needs.

Retirement of a number cannot occur until every SFA system and process ceases use of that number for other than historical purposes.

Legacy ID Cross-references in CSID DB can be retained after legacy ID retirement. This should support most historical reporting purposes.

1-3 years

▲ Management Decision Checkpoints

Common School ID COD Implementation

- Full Participants in Common Origination and Disbursement (COD) will be the first to use the Common School ID

  → **The Common Record will use the new Common School ID**

- COD process will also allow for Phase-in participants

  → *COD will translate Legacy System Records*

COD Implementation Next Steps for CSID

- Assign CSIDs to schools

- Create translation ability

- Create CSID to Legacy crosswalk & maintenance capabilities

- Does not in itself retire use of any legacy IDs

COD Implementation Next Steps for CSID

- Prepare external processes and systems for ID co-existence

- Create reporting capabilities that utilize roll-up and relationship information in CSID data base

- Educate the community about plans for adopting CSID

- Will continue this strategy as we modernize

More Information on COD

- **Other EAC Sessions**
  - Session 29 – Pell 2002-03 Processing Changes
  - Session 33 – Customer Service: The New Integrated Customer Service Center for Pell, Direct Loans & Campus Based
  - Session 35 – COD: What is the Common Record?
  - Session 39 – COD: The Big Picture
  - Session 41 – Tools for Monitoring Pell and Direct Loan Funds

- **IFAP Website (www.IFAP.ed.gov)**
  - Common Origination and Disbursement section
  - Technical Reference – DLOS, RFMS and COD
  - Updates and Frequently Asked Questions

- **COD On-Line Training – Spring 2002**

Contacts

- **School Relations:**

  1-800-848-0978

- **School Relations at the Servicing Center:**

  1-888-877-7658

- **COD Inquiries** (now through March 18, 2002)

  Customer Service Call Center

  1-800-433-7327

Questions and Feedback

Your comments and feedback are appreciated.

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